

## Minutes of the 2021 Annual General Meeting of Mt. Seymour United Church

1200 Parkgate Avenue and via Zoom

Sunday, April 03, 2022

The following 36 members/adherents were present:

### Members/Adherents:

Burton Branch, Ellen Muirhead, Peter Muirhead, Marlene Plezia, Marianne Hansen, Toni Rivera, Donna Pawluk, Lori Keith, Faye Butterfield, Alexis Doss, Judy Frey, Joyce Jones, Ruth Townsend, Jim Crook, Jen-Beth Fulton, James Fulton, Carol Pettigrew, Tierney Ness, Jocelyne Cotlier, Anne Ellis, Rev. Nancy Talbot, Michelle Coulombe, Younes Skhissi, Jen Skhissi, Fanella Lane, Bill Mathieson, Meg Clarke, Lorna Leckie, Lima Branch, Frank Luba, Kathryn Ferriss, Mike Hetherington, Bette Shippam (by Zoom), Mary Sparks (by Zoom), Catherine Branch (acting Chair), Ward Branch (Treasurer), Steve Wellenbrink (Property Team), Kirsten Harkins, Rev. Carla Wilks, Kim Branch (recording secretary)

1. **Acting Chair Catherine Branch** welcomed those present in person and by Zoom and called the meeting to order at 12:15 pm. It was noted that over \$1,000 was raised for the Ukrainian fundraiser. **Rev. Carla Wilks** opened the meeting with a prayer.

2. Catherine Branch confirmed there was a quorum of over 30 members present.

3. **Motion to give adherents the right to vote**

**M/S** (Jim Crook / Faye Butterfield) that adherents can be permitted to vote. **Carried unanimously.**

4. **Motion to approve AGM Agenda**

**M/S** (Kirsten Harkins / Michelle Coulombe) that the agenda be approved. **Carried unanimously.**

5. **Introduction of Council members and staff**

Catherine Branch introduced Council members, appointees, and staff.

(a) Rev. Nancy Talbot (Minister), Rev. Carla Wilks (Minister), Mary Sparks (Chair), Steve Wellenbrink (Pacific Mountain Region Representative/Property Committee), Ward Branch (Treasurer), Kelly Nobles (Recording Secretary), (Member-at-Large), Frank Luba (Member-at-Large), Kirsten Harkins (Member-at-Large), Kathryn Ferriss (Member-at-Large)

(b) Council Appointees – Faye Butterfield (Envelope Secretary)

(c) Staff – Rev. Nancy Talbot (Lead Minister), Rev. Carla Wilks (Minister of Community Outreach & Pastoral Care), Anne Ellis (Minister of Children, Families & Congregational Life), Julian Pattison (Music Minister), Jenn Farrell (Office Administrator), Cheryl Shott (Bookkeeper), Alexis Doss (Thrift Shop Manager), Sandi Smith (Assistant Thrift Shop Manager), Marcus Mosely & Dominique Hogan (Gospel Ministry)

**6. Motion to approve AGM Minutes of April 25, 2021**

**M/S** (Michelle Coulombe / Faye Butterfield) that the Minutes of the Annual General Meeting of April 25, 2021 be approved. **Carried unanimously.**

- 7. Minister's Report:** Rev. Nancy Talbot provided a summary of 2021 activities, highlighting her sabbatical, the return to in-person activities in the Fall of 2021, and gratitude to Council and staff for their continued adaptability.

For 2022, projects include opening a café space (Lori Keith leading this initiative), focusing on the outdoor space and potential for a sacred garden, a mental health ministry (led by Ward Branch). These projects will be funded from the bequest. Suggestions from the congregation for projects are welcomed.

Anne Ellis is continuing her ministry training at the Atlantic School of Theology and will be completing her Supervised Ministry Experience with another congregation.

The floor was opened to questions. No questions posed.

- 8. Thrift Shop Report:** Rev. Carla Wilks provided an overview of Thrift Shop activities in 2021, which has continued to grow. Currently, there are over 100 volunteers, including 17 new volunteers joining this year. The new sorting space was opened in the summer. The Treasure Cove was opened as a dedicated space for jewelry sales. Shop days were extended to three (Thursday, Friday and Saturday). Eight summer students were hired through the federal Canada Summer Jobs program. Senior volunteers were able to return to work on shop days in the fall, and tea time has started again. The floor was opened to questions. No questions posed.
- 9. Team Reports:** Steve Wellenbrink provided a property report. Special recognition to James Fulton and Gladys Johnson for their stewardship of the building and gardens. Additional volunteers would be welcome, due to these recent retirements. The floor was opened to questions. No questions posed.

**10. Treasurer's Report 2021 Financial Statements and 2022 Budget (W. Branch):**

W. Branch presented the Financial Statements for 2021.

From the Balance Sheet (Appendix 2) and Preliminary Income Statement (Appendix 3, including budget), it was noted that:

- The endowment fund was held at its opening balance.
- Government programs were accessed, such as the wage subsidy, which were extended during 2021 but have now ended. The Canada Emergency Business Assistance Loan is an interest free loan until December 31, 2023, with \$20,000 forgiven if repaid by that date.
- Major donors have recently passed, which is impacting the givings.
- The Thrift Shop contribution to First United was \$31,258 – a significant increase from 2020.

- The increase in the National UCC Assessment is a reflection of the financial health of MSUC.
- The operating deficit was \$48,926, which was better than expected, in large part due to the government programs accessed.
- Proposed growth initiatives are budgeted for 2022:
  - Mental Health Ministry: \$35,000
  - Café Space 2022 Expenses: \$25,000
  - Sacred Garden 2022 Expenses: \$25,000
  - First United Building Contribution: \$10,000
- The proposed 2022 budget will result in a deficit of \$291,197, which will be covered by the endowment fund, bringing the balance of the fund to \$1 million.

The floor was opened to questions.

A question from the floor was a clarification the amortization line item of \$73,362 is an accounting item, and does not represent cash loss (Mike Hetherington).

A question from the floor sought clarification on Thrift Shop impacts (Jim Crook). Improvements to the shop were expensed at \$14,636 in 2021 and budgeted at \$10,000 in 2022. The revenue for 2022 is forecasted at \$235,000, significantly more than in 2020 (\$134,221) and an increase from 2021 (\$213,171). The contribution to First United will continue to increase proportionately.

**Motion that the Financial Statements for 2021 as set out in the Annual Report be approved, subject to financial review by Cahill Chartered Accountants. M/S (Kirsten Harkins /Frank Luba) Carried unanimously.**

**Motion that the budget for 2022 as set out in the Annual Report be approved. M/S (Frank Luba /Faye Butterfield) Carried unanimously.**

**11. Motion to adopt 2021 Annual Report. Acting Chair Catherine Branch expressed appreciation to staff for its preparation. M/S (Jim Crook /James Fulton) Carried unanimously.**

**12. Council Elections**

As a result of the two-term maximum, the following members are ending their terms:

- Frank Luba
- Steve Wellenbrink

Volunteers are sought for the Pacific Mountain Region representative.

In summary:

- (a) Continuing Council: Rev. Nancy Talbot (Minister); Rev. Carla Wilks (Minister)
  - Mary Sparks (2016 – 2020, 2021 – 2023) Chair
  - Kirsten Harkins (2020 – 2022) Ministry & Personnel Team representative

- Kelly Nobles (2021 – 2023) as Recording Secretary
- Ward Branch (2021 – 2023) as Treasurer
- Kathryn Ferris (2021 – 2023) as Member-at-Large

(b) 2022 Nominations:

- Younes Skhissi (2022- 2024) as Member-at-Large
- Lorna Leckie (2022- 2024) as Member-at-Large

**Motion that Younes Skhissi be voted in as Member-at-Large. M/S (Kirsten Harkins /Frank Luba) Carried unanimously.**

**Motion that Lorna Leckie be voted in as Member-at-Large. M/S (Lima Branch /Meg Clarke) Carried unanimously.**

**13. Reappointment of Trustees for a further three-year term:**

**Motion to reappoint the following people as Trustees: James Fulton, Bill Mathieson, Bette Shippam, Barry Fenton and Ward Branch. M/S (Jim Crook /Mike Hetherington) Carried unanimously.**

**14. Closing Prayer – Rev. Nancy Talbot**

**Motion to close the meeting (Kathryn Ferriss). Carried.**

**Catherine Branch** adjourned the meeting at 1:30 pm.

**Catherine Branch, Acting Chair**

**Kim Branch, Recording Secretary**